

Request for Approval: Privacy Fence Installation

Date: [Insert Date]

To: [Homeowners Association Name]

Address: [HOA Address]

Dear [HOA Board/Committee Name],

I am writing to formally request approval for the installation of a privacy fence at my property located at [Your Address]. As per the community guidelines, I am aware that any modifications to the exterior of my home require prior approval from the association.

Details of the proposed fence installation are as follows:

- Height: [Specify Height]
- Material: [Specify Material]
- Color: [Specify Color]
- Location: [Specify Location on Property]

Enclosed with this letter are the necessary documents, including a site plan and photographs of the proposed materials for your review.

Thank you for considering my request. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Phone Number]

[Your Email Address]